

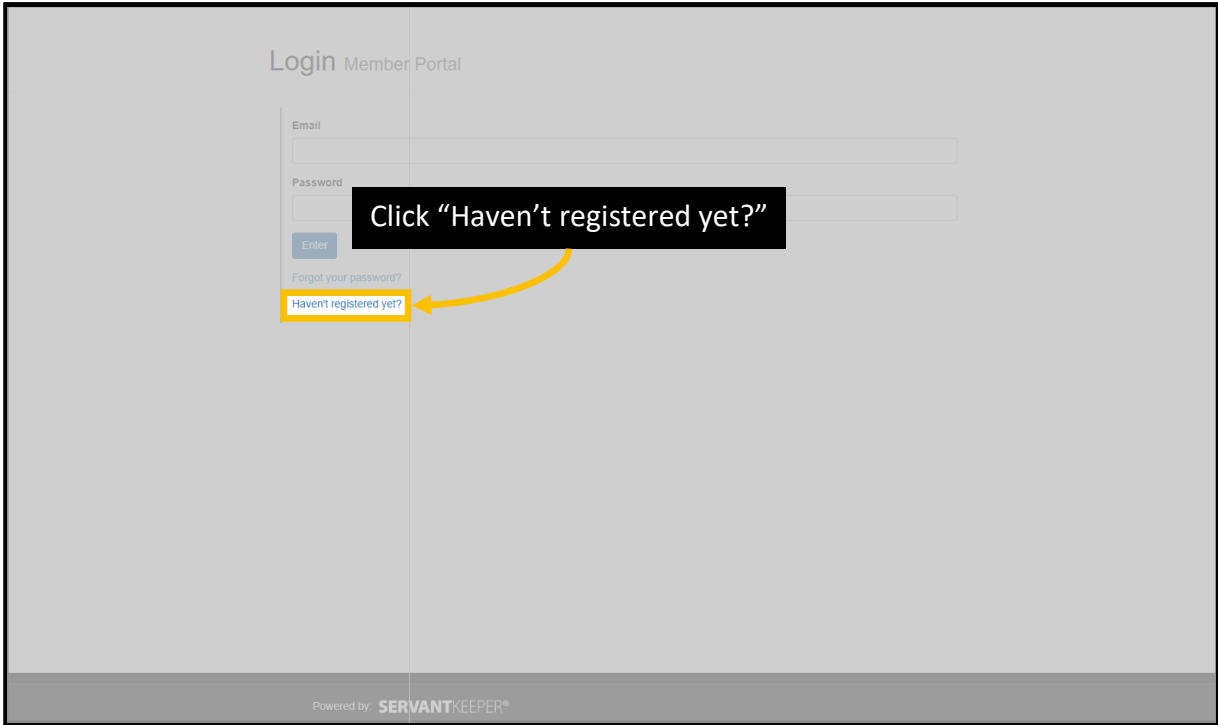
St. Peter the Apostle Catholic Church

11000 W Southwest Blvd. | Wichita, KS 67215 | 316-522-4728

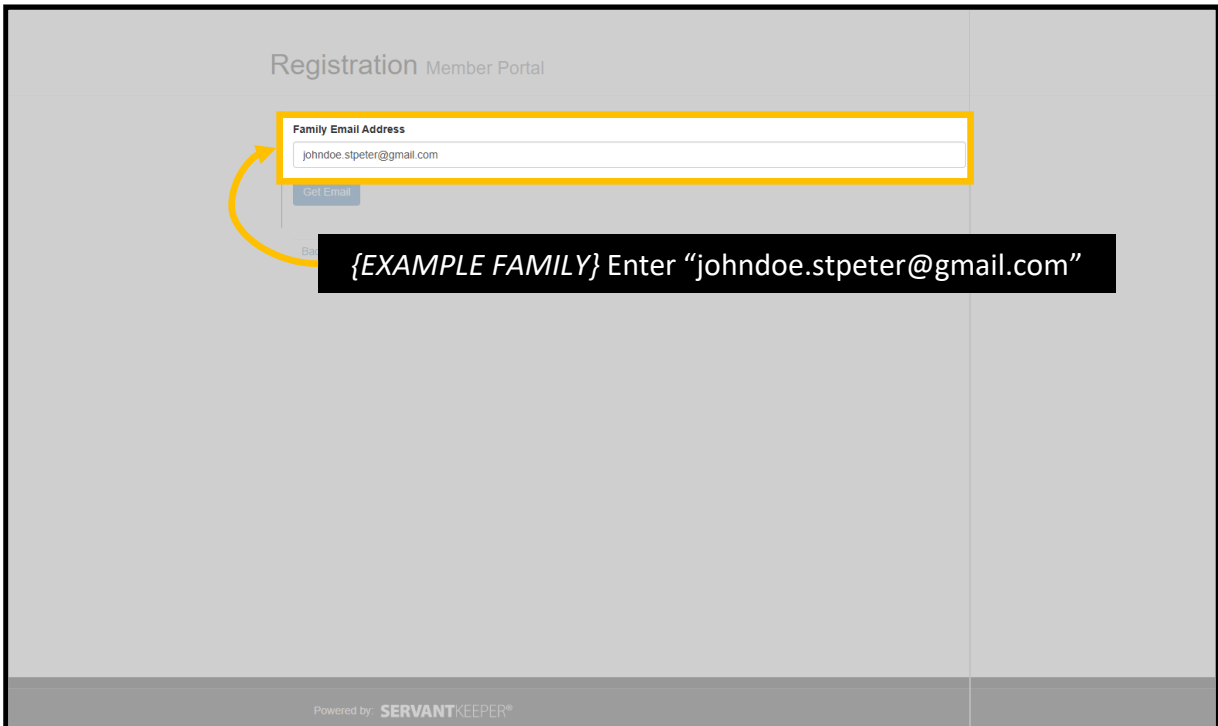
Step-By-Step How To Guide: Online Stewardship Renewal

01 Scan QR Code — found in your Stewardship Packet

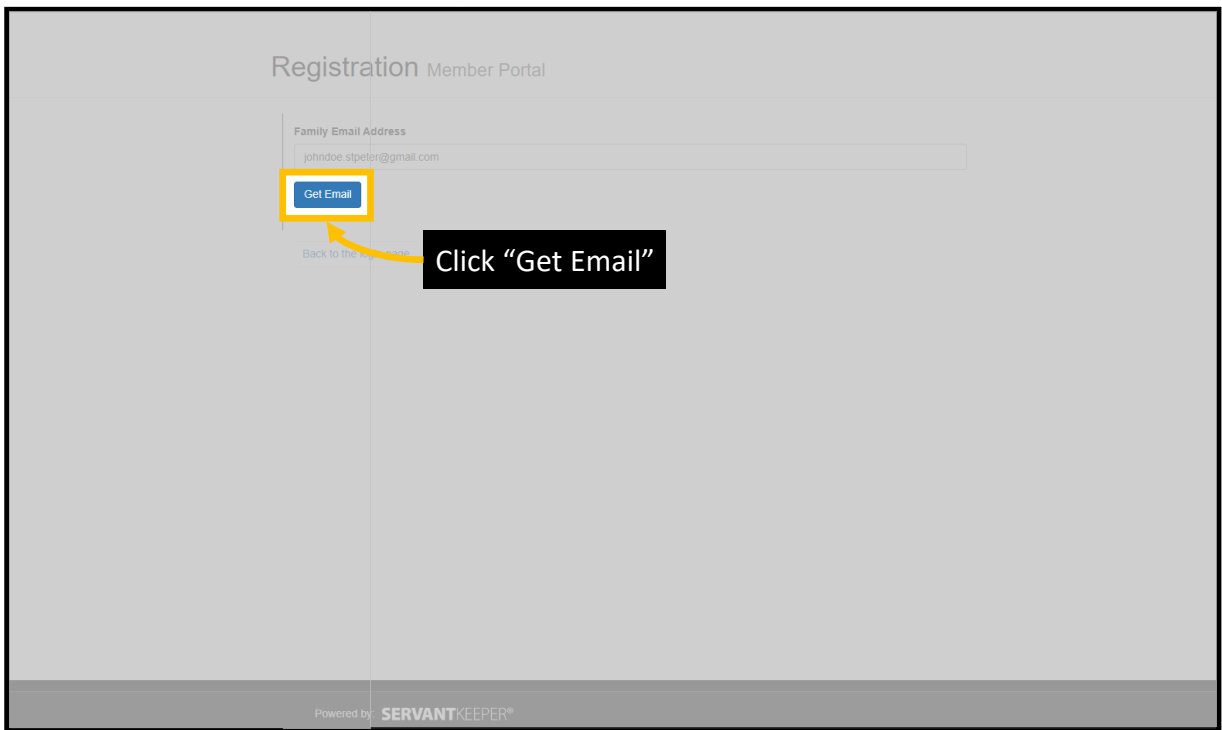
02 Click “Haven’t registered yet?” link to begin the registration process.



03 Enter Family Primary Email Address — found on your large envelope

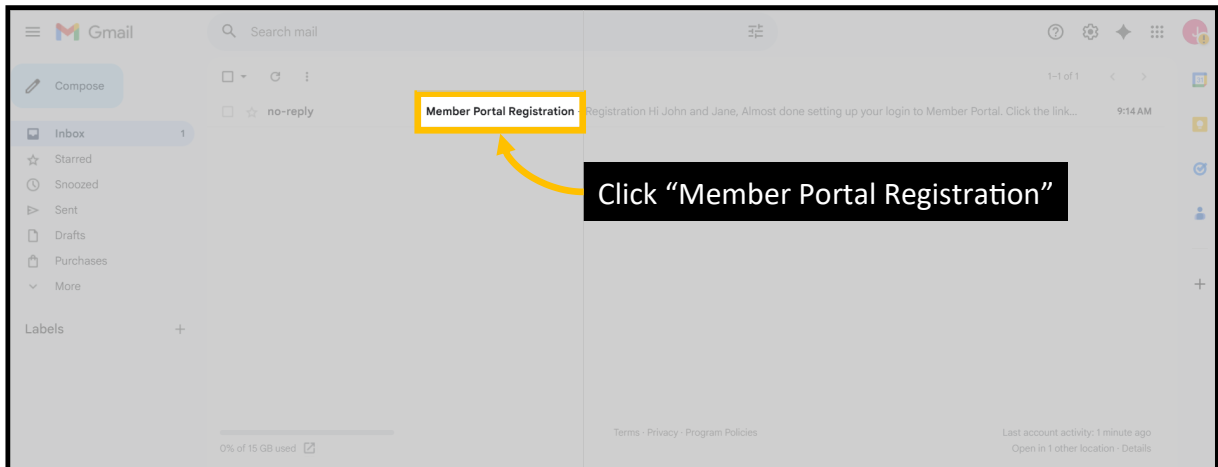


04 Click “Get Email” button to request the registration email.

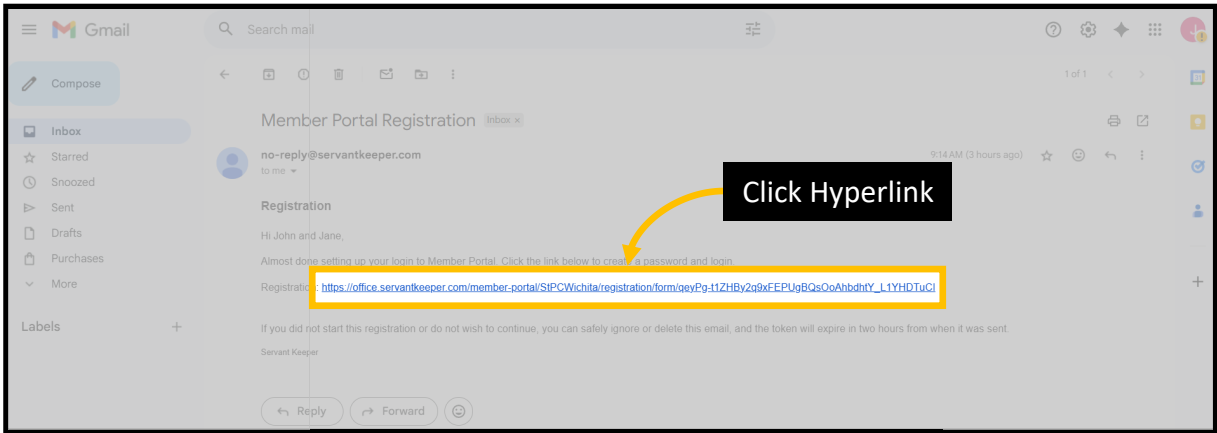


05 Switch to Email Application — check inbox (or junk folder) for registration email.

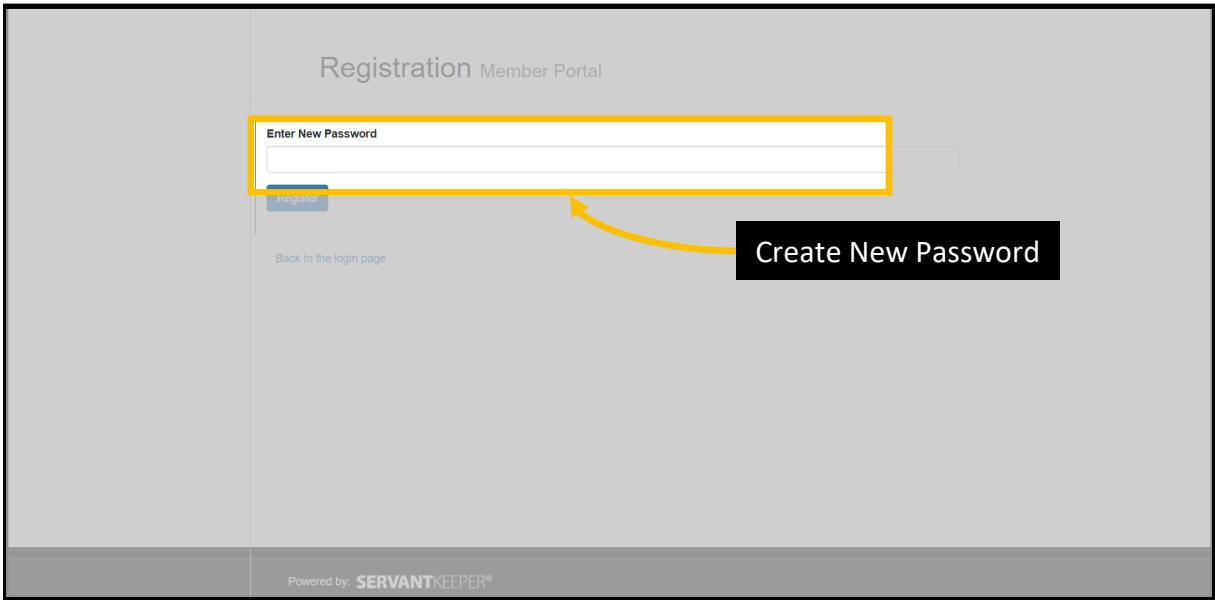
06 Open Member Portal Registration Email



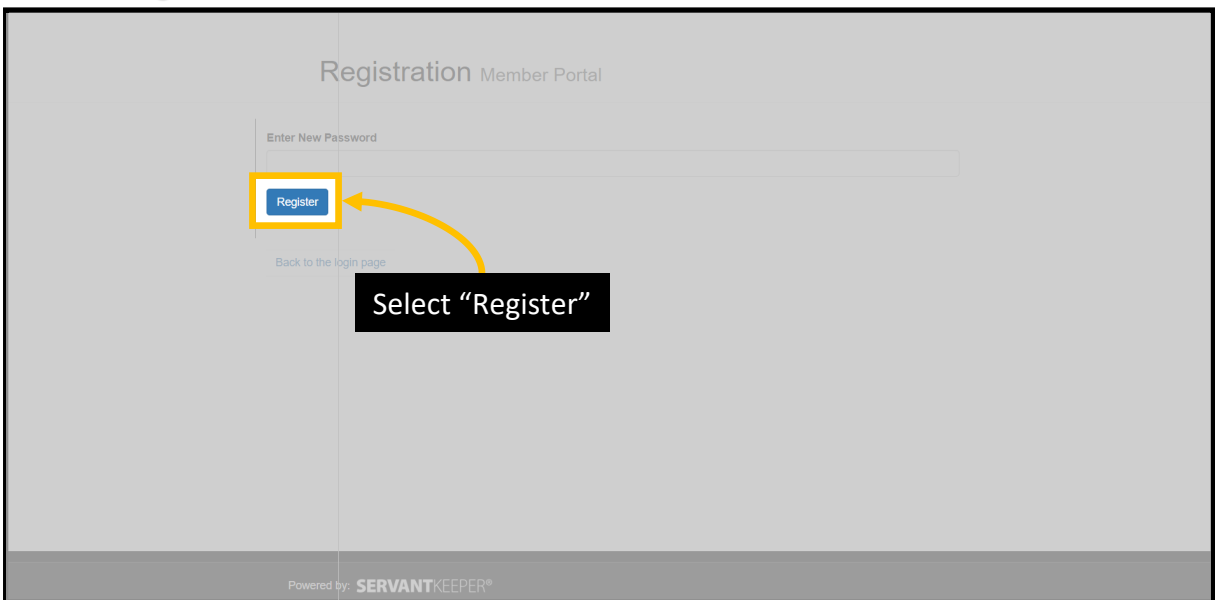
07 Click registration link provided in the email finish registration.



08 Create New Password

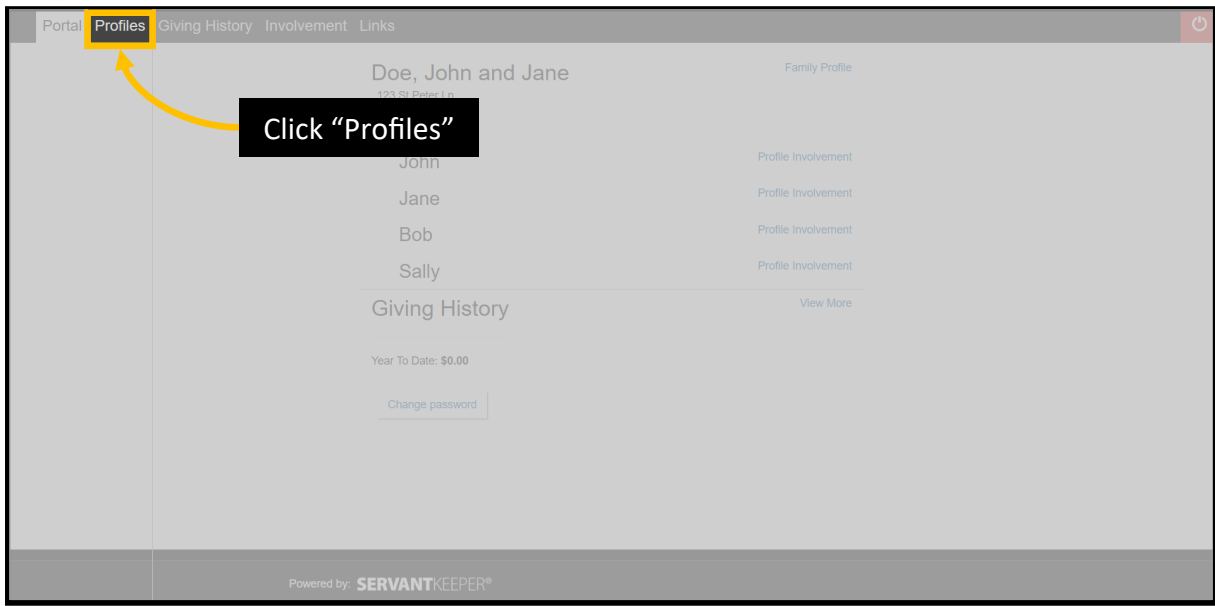


09 Select "Register"

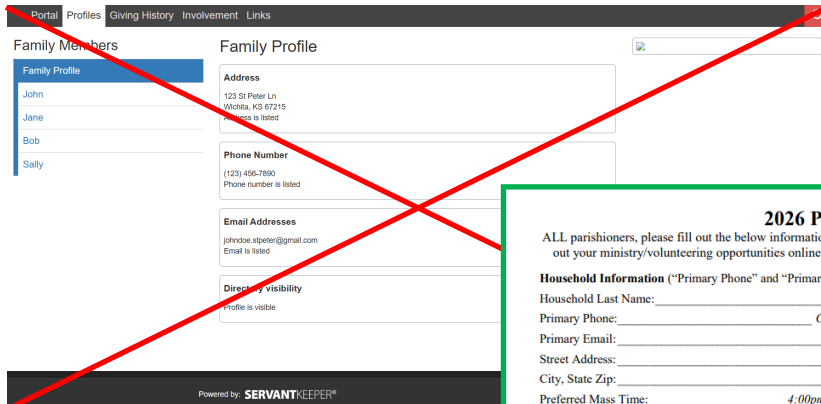


10

Navigate to Profile Selections — Click “Profiles” to access family member profiles.



Parishioners are NOT able to update personal information in the ServantKeeper Member Portals. Please fill out the PAPER copy of the 2026 Personal Information Renewal Form and return to the parish office!



Fill Out & Return!

2026 Personal Information Renewal Form

ALL parishioners, please fill out the below information and return to the parish office when complete. Check the box next to the QR code if you have filled out your ministry/volunteering opportunities online. If not, return the Renewal Form to the parish office (included in your packet) along with this form.

Household Information ("Primary Phone" and "Primary Email" are the first contacts used by the parish office.)

Household Last Name: _____
 Primary Phone: _____ Cell / Landline / Work
 Primary Email: _____
 Street Address: _____
 City, State Zip: _____
 Preferred Mass Time: _____ 4:00pm / 8:00am / 10:30am

Adult Male/Father
 Name: _____
 Preferred Name: _____
 Phone: _____ Cell / Landline / Work
 Email: _____
 Birthdate: _____ Religion: _____
 Marital Status: _____
 Occupation: _____
 Employer: _____

Adult Female/Mother
 Name: _____
 Preferred Name: _____
 Phone: _____ Cell / Landline / Work
 Email: _____
 Birthdate: _____ Religion: _____
 Marital Status: _____
 Occupation: _____
 Employer: _____

Dependent Child #1
 Name: _____ DOB: _____ Male / Female
 School: _____ Grade: _____

Dependent Child #2
 Name: _____ DOB: _____ Male / Female
 School: _____ Grade: _____

Dependent Child #3
 Name: _____ DOB: _____ Male / Female
 School: _____ Grade: _____

Dependent Child #4
 Name: _____ DOB: _____ Male / Female
 School: _____ Grade: _____


Dependent Child #5
 Name: _____ DOB: _____ Male / Female
 School: _____ Grade: _____

Dependent Child #6
 Name: _____ DOB: _____ Male / Female
 School: _____ Grade: _____

Dependent Child #7
 Name: _____ DOB: _____ Male / Female
 School: _____ Grade: _____

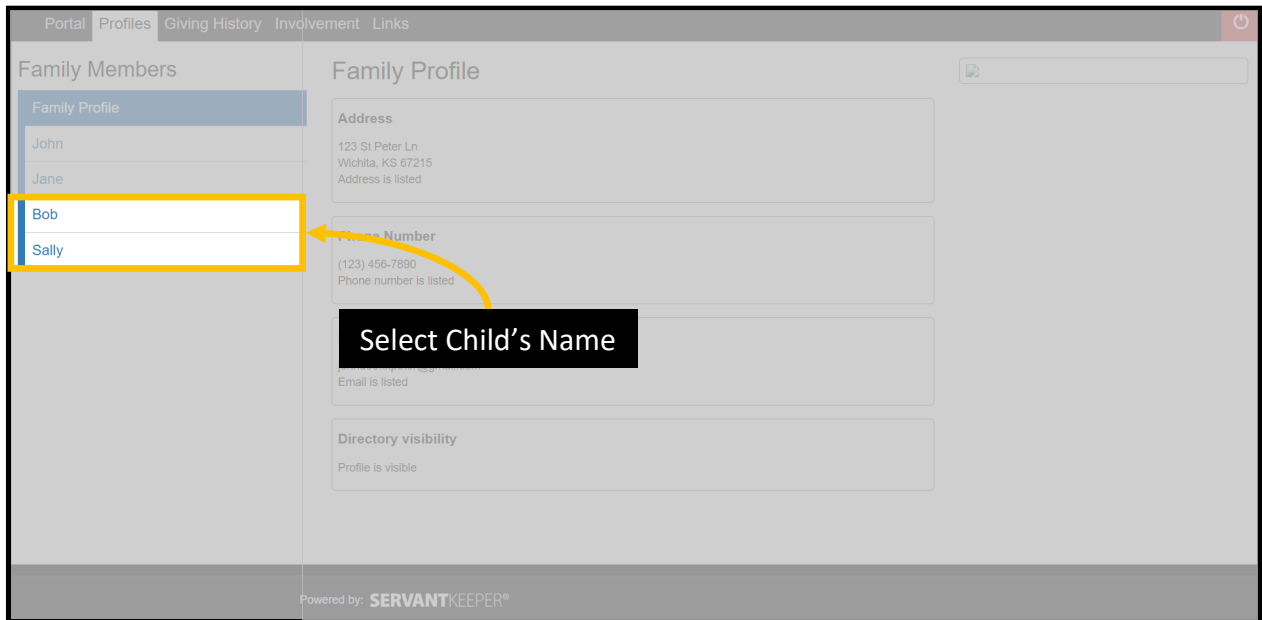
Dependent Child #8
 Name: _____ DOB: _____ Male / Female
 School: _____ Grade: _____

I agree to share my contact info (phone/email) with other parishioners signed up for the same ministries as me.
 My family chose to fill out the ministry and volunteer opportunities list online using the QR code and/or email link.

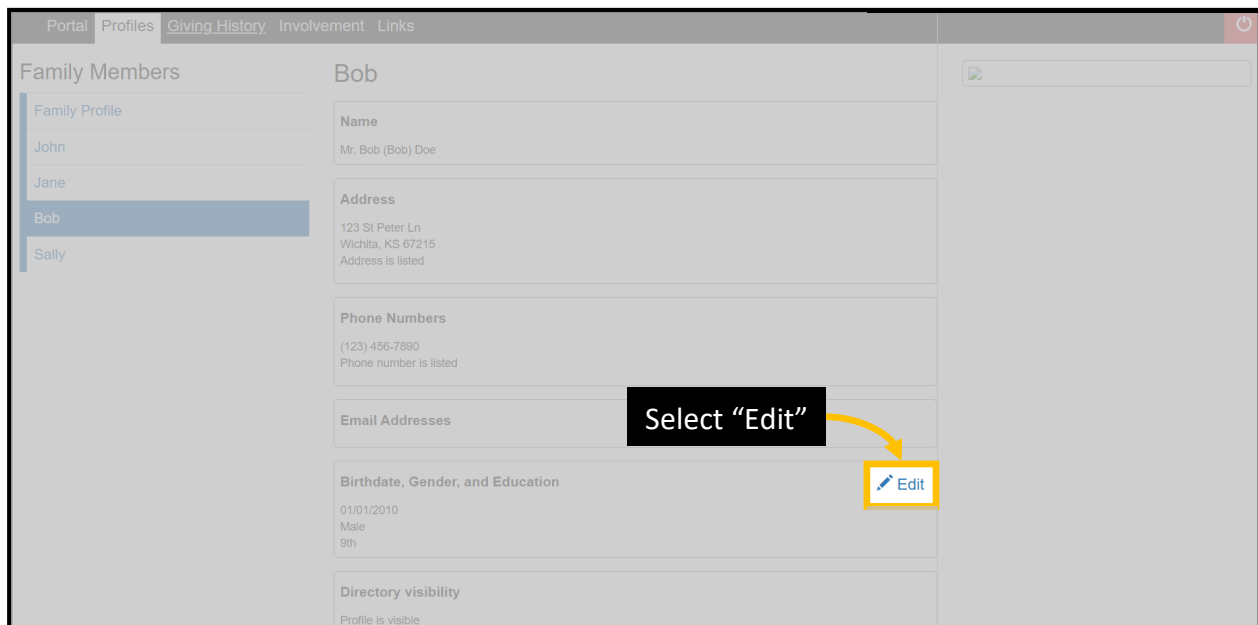


If you do not have any children, SKIP to Step 14.

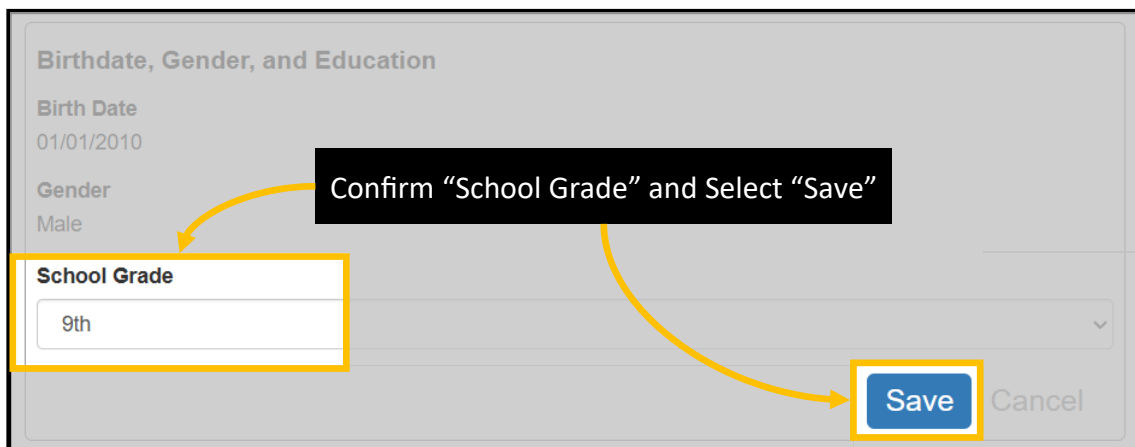
11 Navigate through each child's profile to update "School Grade"



12 Select "Edit" under "Birthdate, Gender, and Education" section.

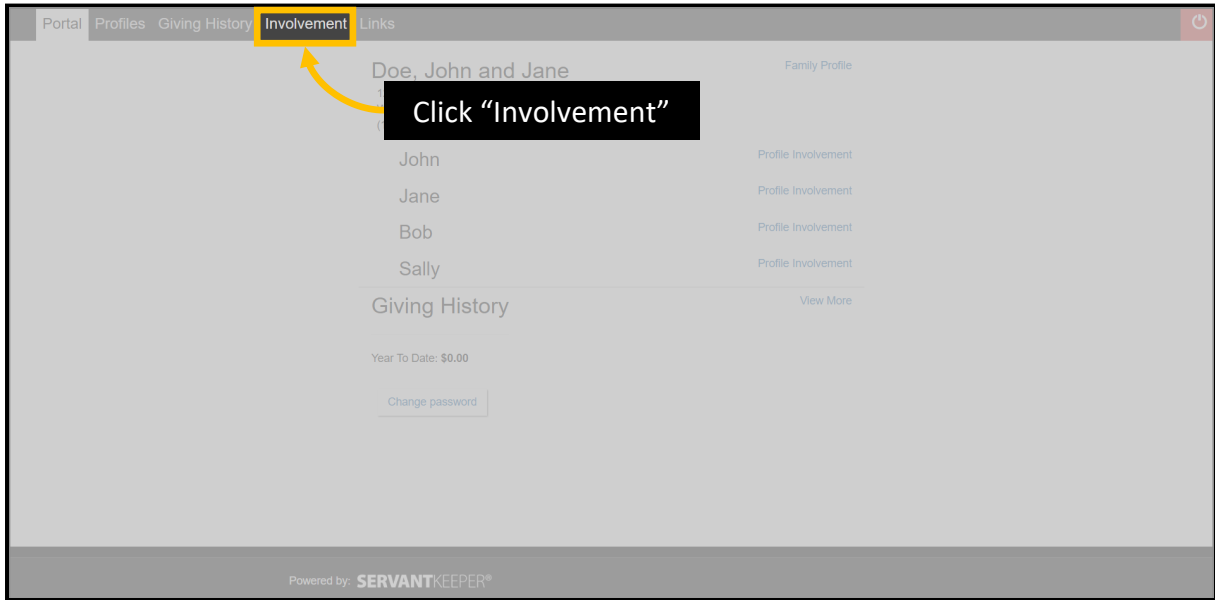


13 Confirm "School Grade" is current and correct—Select "Save"



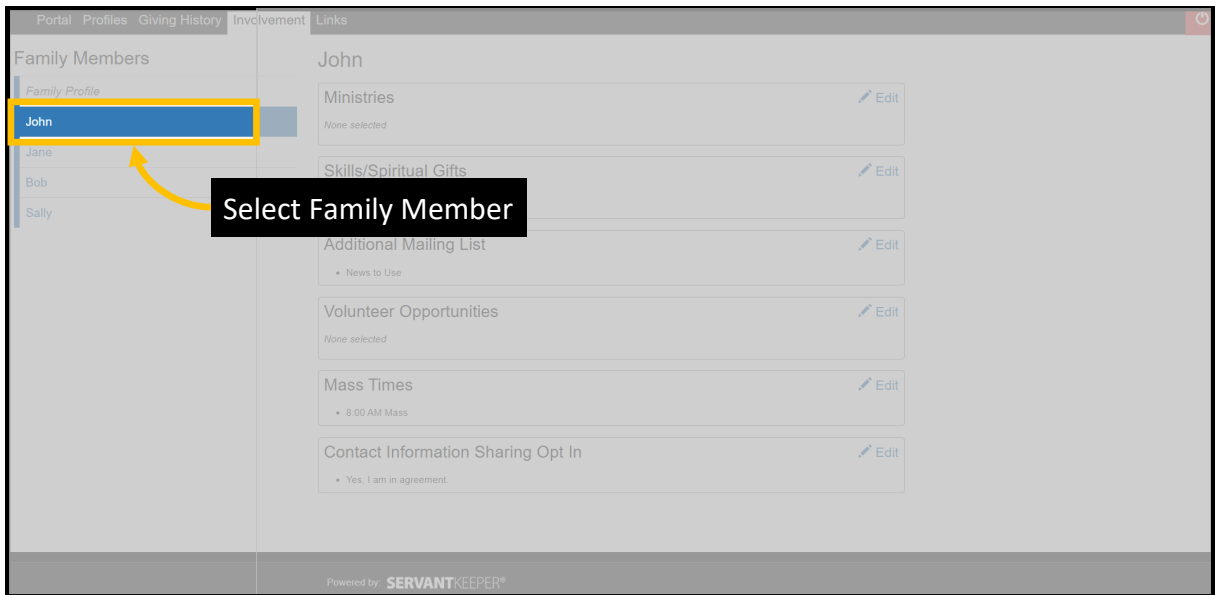
14

Navigate to Involvement Selections — Click “Involvement” to access and change each individual family member’s involvement.

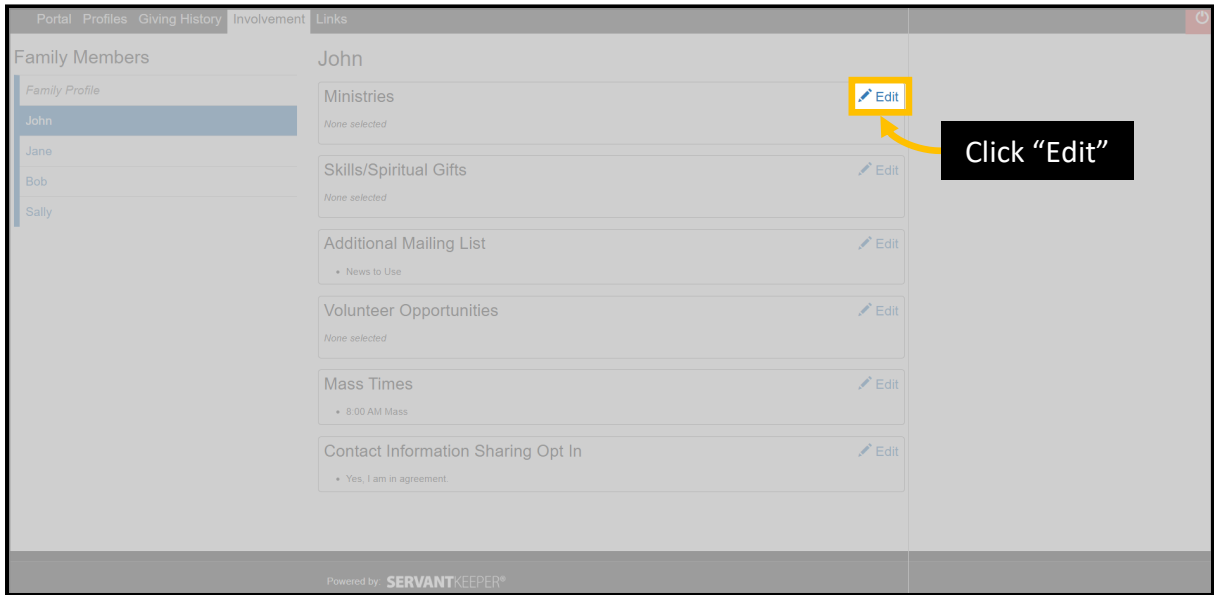


15

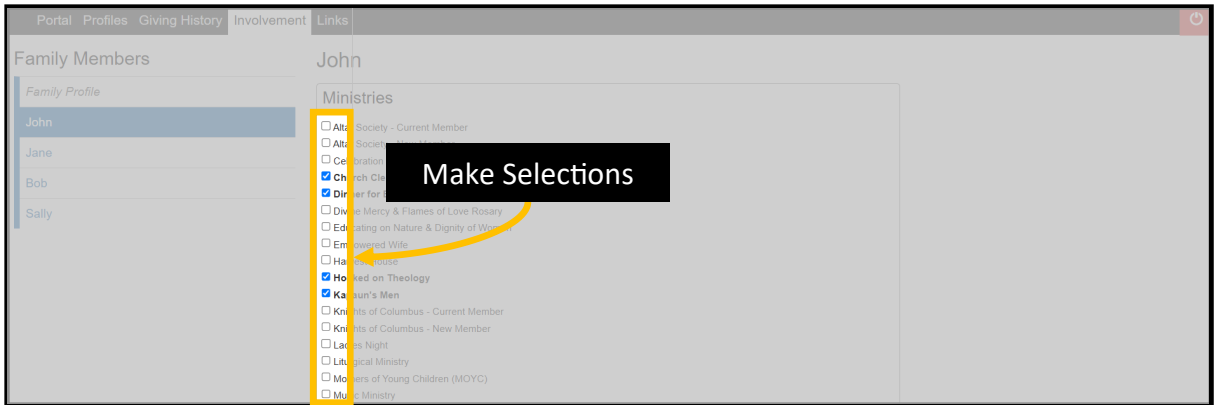
Select Family Member



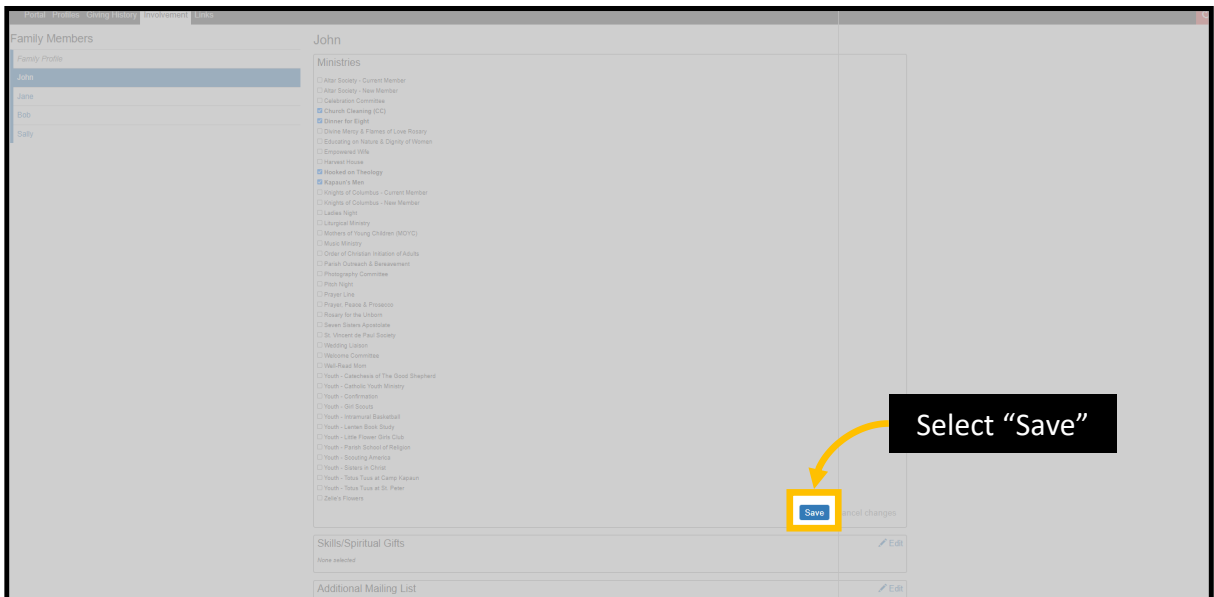
16 Click "Edit" on "Ministries" Section



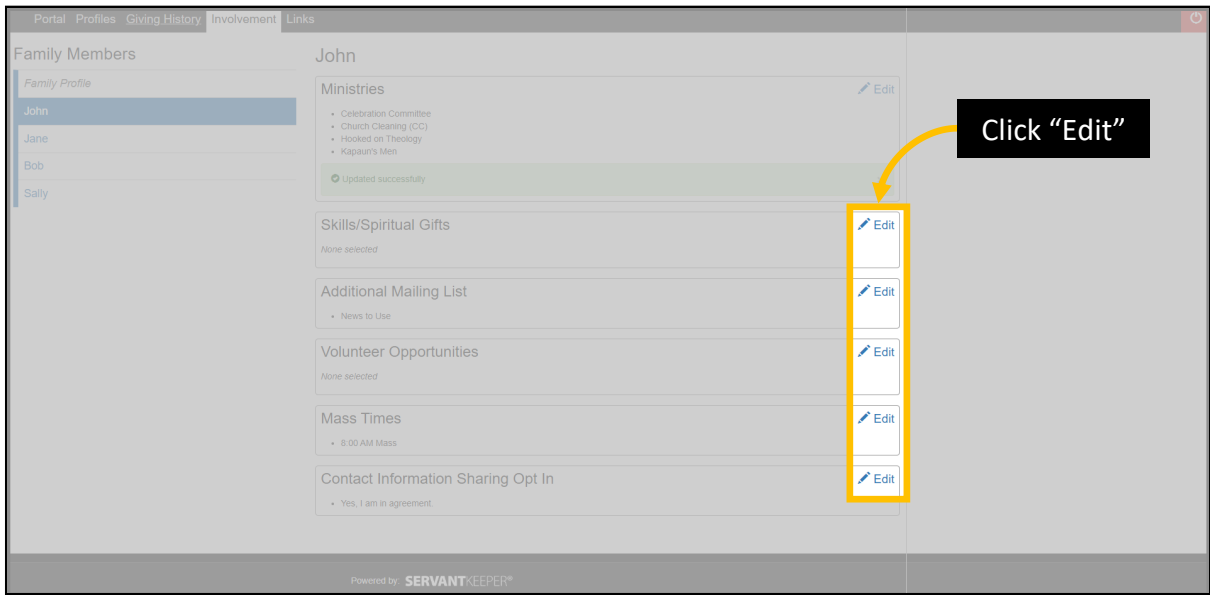
17 Make selections for desired ministry involvement.



18 Save selections at bottom of "Ministries" section.



19 Repeat Steps 16-18 to complete each "Involvement" selection.



20 Repeat Steps 15-19 to complete each "Involvement" selection for EVERY family member.

